Excerpts from ODP Staff Meeting - 17 September 1982

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1. [   ] presented [   ] with his promotion to GS-15 at the staff meeting on 17 September.

2. The Annual Agency Awards Ceremony was held in the Headquarters auditorium on 17 September. Fifteen ODP employees attended the ceremony. [   ], received his 25-year longevity certificate on stage from Mr. Casey, DCI. [   ] received his 30-year longevity certificate this year.

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3. Several items of interest were reported at the DDA staff:

    - Effective 13 October, the enforcement of security for those entering the compound gates will be tightened up. (See [   ] Enhanced Protection of Headquarters Compound). The Security Duty Officer should be notified of all visitors, including family members, ahead of time. Notice by speed letter is preferred, but a telephone call to x6161 will suffice in emergencies. In the event advance notice is given, the guard will check the visitor's identification card. If advance notice is not given, a full detailed security process will be gone through with the visitor.

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[   ] announced that ODP had the largest number of security violations in the DDA during July. A total of three open safe violations were committed. He asked managers to take appropriate measures to enforce tighter security procedures.

   In the next six months, DDA policy is that persons wishing to cancel out of an OTE training course must write a memo through their office director to the DDA Training Staff.

4. DDCI, John McMahon spoke to 1600 members of the American Society of Industrial Security at their convention in Atlanta. He followed Edwin Newman of NBC, who had addressed the misuse of the English language with particular criticism aimed at bureaucrats ability to slaughter the mother tongue. McMahon then opened his remarks with a whole string of bureaucratese that Newman had cited as examples. The crowd loved it.

5. OTE announced that the Program on Creative Management (POCM) course will be continued this year. The first running is scheduled for November. The MZ Board has tried to schedule as many of our GS-15's for this excellent course as possible, as part of the Senior Officers Development Program.

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6. [   ] thanked everyone who helped put together a report on SAFE's redirection due to Congress by the end of the

month. The Agency deadline was moved up because the DCI and DDA wanted to review the report before going on TDY. Thanks to a lot of help from CSPO, especially [   ] and secretaries [   ] the report was delivered on 17 September.

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7. [   ] ODP Security Officer, asked everyone to remember 14, 15, 19 October (9-11:30) for presentation in the auditorium by the FBI on The Hostile Intelligence Threat. All employees are invited to attend.

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ODP-82-1362
16 September 1982

MEMORANDUM FOR: Deputy Director for Administration

STAT FROM:

Acting Director of Data Processing

SUBJECT: ODP Report for Week Ending 15 September 1982

1. Support to DDI/CPAS

DIPMIS (Directorate of Intelligence Production Management Information System). Implementation of the DIPMIS IOC (Phase I) was completed on 6 September. This IOC provides DDI management and participating directorate offices a centralized database approach to planning and tracking of intelligence production. The DIPMIS was developed to co-exist and integrate with the operational DDI/CPAS Automated Registry and Dissemination System (PARDS) GIMS production database. The collocating of the DIPMIS and PARDS facilitates maintaining data integrity, continuity, and conformity of DDI management information systems. (U) STAT

2. Support to OSWR

TADS (Technical Analysis and Display System). TADS was demonstrated to the President's Foreign Intelligence Advisory Board on 8 September by the TADS Senior Analyst and a member of the AVAD Technical Staff. The demonstration was well received.
STAT (U)

3. Support to DDI

GRAPHICS (Graphics Support Group). On 15 September Mr. Kerr, DDI, received a briefing on the TACK graphics package developed for the Agency by Xerox Corporation. ☐ of STAT
ORD was the primary briefer since she is COTR for TACK. ☐ STAT
STAT ☐ represented ODP. (U) STAT

5. ISSG Annual Conference

ODP officers attended the Information Systems Security Group, OS, annual conference from 8-10 September at an OTE facility. The Director of Security addressed the group to present some insight on the office's relationship with other components in the Agency, the accomplishments of the office in the past year and the problems that face the office now, and the

past, present, and future of ISSG. [   ] C/SPD/ODP,   STAT
presented ODP's perception of the present and future role of
computer security within the Agency. [   ] Deputy   STAT
Director of the NSA Computer Security Center (CSC), discussed the
history of computer security in government, the NSA CSC
activities, and future computer security issues. (U/AIUO) [   ]   STAT

4.   Significant Events During Coming Week

    Support to O/ICE

    CAMS (COMIREX Automated Management System). CAMS II
(P/S) Detailed System Design Review I is scheduled for 16-

STAT   17 September at W2. (U) [   ]

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Excerpts from ODP Div/Staff Reports for Week Ending 17 September 1982

Processing

The CAMS II system is migrating from 3330-1 to 3350 devices. The first 16 Telex 3350 devices have been installed. All of the user minidisk and most of the GIMS on VM system minidisk have been moved from 3330-1's to 3350's. The next 16 Telex devices have been delivered and scheduled for future installation. (U) ☐ STAT

STAT ☐ are proud parents of a baby girl, ☐ STAT
6 lbs. 4 ozs., born Saturday, 11 September. (U) ☐ STAT

CEMB/ED will be performing hardware changes on Saturday, 18 September, to uncable the IBM 370/168-2 and for the initial site preparation and cable prelays for the installation of the new processor scheduled for early October. (U) ☐ STAT

Applications

Personnel Items:

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Management Staff

ODP Notice ODP Notice 7-1-82, Delegation of Office Automation and Word Processor Equipment (OAS/WPE) Approval Authority, was signed by A/D/ODP. This notice realigns OAS/WPE approval authorities within ODP to provide for more efficient management and for conformance with the new organizational
STAT structure. (U/AIUO) ☐

Federal Information Processing Standards The latest semi-annual edition of the ADP and Telecommunictions Standards (ADP&TS) Index was forwarded to Agency offices. The publication provides the information necessary for Federal managers to determine the applicability individual standards to a particular procurement. The suggested wording, for inclusion into solicitation documents, is also provided. For the convenience of Agency officers involved in RFP preparation, a computer file of the mandatory ADP standards is maintained by the Management Staff for insertion into solicitation documents. (U/AIUO) [   ] STAT

Finance On 14 September, $35,513 was outstanding in 59 ODP advances. None were delinquent. (U/AIUO) [   ] STAT

Administrative Staff

Arrivals and Departures:

STAT [   ] a Co-Op Student returned to school on 10 September.

STAT [   ] EOD'd in SDD on 13 September.

STAT [   ]EOD'd in SDD on 13 September. (U) [   ] STAT

Training Students taking training at C of C can now park at the abandoned bowling alley across from the C of C building on Fairfax Drive. The cost is $2 for all-day parking. (U) [   ] STAT

Upward Mobility Program OCDP registration forms are available in ODP/Personnel.